

TOWN OF BLOOMFIED

POLICY MEMORANDUM

SUBJECT: Complete Streets

NO:

Date: March 22, 2021

Amended:

DISTRIBUTION: Town Council

By:

Town Council & Town Manager

APPROVED: _____

Complete Streets Policy

Policy Statement

The Town of Bloomfield acknowledges that transportation in the Town of Bloomfield is primarily dependent upon automotive travel and, to lesser degrees, by mass transit, bicycle and pedestrian modes. The Town is also aware that those modes of transportation and our existing transportation infrastructure may not be sufficient to meet the Town's needs in 2021 and beyond. In order to adequately and safely transport people from place to place within the Town's corporate boundaries, transportation systems are necessary to provide easier access of transportation to Town located cultural, economic and educational activities.

Therefore, the Town of Bloomfield is committed to improving the existing transportation system infrastructure over time as opportunity and funding becomes available. The Town intends to improve the system as such opportunities arise by way of Town available funding, the pursuit of government agency funding, the voluntary site improvement contributions of the development community as new projects are proposed, as well as other financial and in-kind resources that may present themselves.

By adopting this policy, the Town of Bloomfield wishes to expand and improve transportation system opportunities as well as upgrade safety assurances to Town residents, businesses and visitors.

It is the intent of The Town of Bloomfield to design, manage, maintain and operate its transportation facilities to ensure that all users have equal access to all the economic opportunities, educational institutions, health facilities, social gatherings, public services and recreational/cultural amenities in our Town. The Town's transportation infrastructure should safely accommodate all users regardless of their age, ability, race, ethnicity, income or chosen mode of travel. The Town of Bloomfield recognizes that applying these Complete Streets principles will improve the quality of life for all users of our transportation system and improve the livability of our town. These Complete Streets principles shall be considered by every Town department, agent and employee in every level of infrastructure planning, design, construction and maintenance as well as enforcement and education efforts.

I. Vision and Purpose

The Complete Streets Policy is intended to support the vision set forth in the Plan of Conservation and Development by fostering an expanded and connected multi-modal transportation system that is safe, healthy and aligns with our community character. This policy

also supports the vision of a vibrant and walkable Town Center that is accessible via multiple modes of transportation.

The purpose of the Town of Bloomfield Complete Streets Policy is to improve the quality of life for all Town residents and visitors by creating a multi-modal transportation system that allows all people to reach their destinations in a safe and convenient manner regardless of their chosen mode of transportation. By designing our transportation network with a Complete Streets approach, the Town of Bloomfield is prioritizing safety, quality of life, social equity, environmental sustainability, public health, and economic growth. Multi-modal, within the context of this policy, includes automobiles, trucks, pedestrians, passenger buses, bicyclists, and freight modes of transportation.

The Complete Streets Policy shall support the Town's Land Use, Economic Development, and Community Character Plans by ensuring that proposed Complete Streets improvements are context sensitive. Complete Streets improvements will vary in their design and scope to blend into their surroundings. For example, improvements in a rural area will look different than those in an urban area, and designs may also differ among residential, commercial, and industrial areas. This policy shall be implemented with a sensitivity towards the surrounding land uses, environmental impacts, and historic character.

II. Core Commitment

Complete Streets shall be planned, designed, operated, and maintained to provide equally safe and comfortable mobility for all users. Attention shall be given to our most vulnerable users that do not have access to cars to meet their everyday needs as these populations are disproportionately reliant on adequate pedestrian, cycling, and transit accommodations. These users include people with disabilities, children, older adults and low-income families. Complete Streets improvements shall adequately serve areas where these vulnerable populations are concentrated, including schools, low-income neighborhoods, and institutions for the elderly and disabled. Complete Streets improvements shall also be planned to provide equitable access to the economic opportunities, shopping, educational institutions, health facilities, social gatherings, public services and recreational/cultural amenities in our town.

III. Project Prioritization Plan

The Complete Streets Master Plan identifies and ranks initial candidate corridors for Complete Streets improvements. These corridors were identified and ranked through a process of public participation, data analysis, and Town recommendations. The prioritization plan is not meant as an exclusive list of improvements, nor is the ranking order meant to be strictly followed. The prioritization plan shall be a living document that is updated annually based on safety, connectivity, traffic volume, project readiness, and availability of funding.

Complete Streets improvements shall not be limited to corridors identified in the prioritization plan. Improvements to crosswalks, ADA ramps, sidewalks, signage, transit and bicycle facilities should be incorporated into routine maintenance, reconstruction, repaving, and rehabilitation projects and on any other corridor as opportunities arise.

IV. Jurisdiction

This policy shall apply to all streets and rights-of-ways under Town jurisdiction. The Town shall coordinate with the State of Connecticut Department of Transportation (ConnDOT) to ensure that Complete Streets principles are adhered to in the design and maintenance of those rights-of-ways under state jurisdiction. Coordination shall also be conducted with utility companies, the

Capital Region Council of Governments (CRCOG), and private entities to assure the connectivity of the multi-modal transportation system.

V. Policy Implementation

The Complete Streets Policy and Master Plan shall be considered by all Town departments and boards during the course of their business operations and procedures. Each department and board shall update their documentation, specifications, permits, codes, manuals, applications, regulations, review checklists, and operating procedures as necessary. Specific implementation responsibilities are outlined below:

a. Town Council

- 1) Enact enforceable ordinances to keep sidewalks, curb ramps, crosswalks, bicycle and transit facilities free of obstruction and encroachment by vehicles;
- 2) Include necessary funding in operating and capital budgets to construct, maintain, and operate a multi-modal transportation system.

b. Planning and Zoning Department

- 1) Update zoning and subdivision regulations to include accommodations for sidewalks, bicycle and transit facilities and as appropriate;
- 2) Review proposed site plans and subdivisions for compliance with Complete Streets Master Plan;
- 3) Update planning documents and ordinances to incorporate and adopt Complete Streets policies and plans; and
- 4) Coordinate with CRCOG regional plans and neighboring municipalities.

c. Police Department

- 1) Enforce all applicable traffic codes and ordinances.

d. Department of Public Works

- 1) Maintain sidewalks, curb ramps, paths, crosswalks, bus stops, and bicycle facilities in a good state of repair and maintenance in all weather conditions;
- 2) Review opportunities for traffic calming and shoulder widening as part of the annual restriping of roadways;
- 3) Maintain signage and striping per MUTCD standards;
- 4) Review and incorporate opportunities for improved pedestrian, bicycling and transit accommodation into all 3R (resurfacing, reconstruction, and rehabilitation) projects; and
- 5) Coordinate with Planning and Zoning Department as needed to implement Complete Streets Master Plan.

e. School Department

- 1) Provide Safe Routes to School education to K-8 students; and
- 2) Coordinate with Police Department to ensure safe pedestrian, bicycle and traffic flow within school zones.

f. Engineering Division

- 1) Review plans and designs to assure inclusion of Complete Streets elements;
and
- 2) Coordinate with ConnDOT on roadway and bridge projects to incorporate Complete Streets elements.

The Town of Bloomfield commits to applying Complete Streets principles to all transportation and development projects throughout all phases of project development. The Town shall work with the State of Connecticut to ensure that Complete Streets principles are followed during maintenance and reconstruction of State-operated roadways. The Town shall also work to the extent possible with the Capital Region Council of Governments (CRCOG) and the neighboring municipalities of Hartford, West Hartford, Avon, Simsbury, East Granby, and Windsor to ensure continuity of application of Complete Streets principles on streets that cross the municipal borders.

To successfully implement the Town's Complete Streets initiative, planners, engineers, consultants, officials and volunteers serving the Town shall receive adequate training to gain a thorough understanding of new Complete Streets procedures. Elected and appointed officials shall receive adequate support from Town staff to understand how the general policy goals will be translated into projects on the ground. Robust communication and engagement with the public shall be a vital part of the process of successful implementation.

VI. Performance measures

Progress in the implementation of the Complete Streets plan and policy shall be tracked using a performance-based evaluation system. The Town shall select metrics that are considered key to success and track them year-to-year against goals outlined in the Complete Streets Master Plan. Metrics may include growth of alternative modes of transportation measured by user counts, number of facilities, and by safety measurements. Street design performance shall be evaluated by the Town by tracking measurable outcomes. Performance measures may include:

A. Corridor Performance:

- Pedestrian volume counts along corridor;
- Bicyclist volume counts along corridor;
- Vehicle counts along corridor; • Transit ridership along corridor;
- Average motor vehicle speeds;
- Number and severity of reported collisions.

B. Town-wide modal network performance:

- Miles of sidewalks;
- Miles of bicycle lanes;
- Miles of shared-use paths;
- Number and types of crosswalks;
- Number of transit routes, stops, and shelters; and
- Number and severity of reported collisions;

VII. Accountability & Exclusions

The Town may exclude certain projects from implementing Complete Streets principles where any of the following conditions are met:

- Local, state, or federal law excludes specific users on certain facilities, such as the exclusion of cyclists and pedestrian on interstate highways;
- The costs or impacts of implementation is disproportionate to the actual need or probable future use of the facility;
- Existing right-of-way is insufficient to accommodate all modes of transportation safely;
- Other Town policies, regulations, or requirements contradict or preclude implementation of the Complete Streets principles; or
- The impact of the proposed Complete Streets design elements would be detrimental to the character of the neighborhood.

To ensure accountability in the Complete Streets development process, the Town shall develop a procedure prior to granting exclusions. This process shall establish an Exclusion Review Panel comprised of a diverse representation and with the authority to grant exclusion using a public process that includes, at a minimum, the following:

- Public hearing for the exemption request;
- Identification of mitigation for those residents affected by the exemption;
- Approve the exemption upon majority approval by the Exclusion Review Panel;
- Create formal documentation and provide clear reasoning illustrating why an exclusion should be granted.

The Exclusion Review Panel should not let the presence of bridges, culverts, or other structures inhibit implementation of Complete Streets. Sidewalks and other Complete Streets features should be continued across bridges when the structure is being rehabilitated, replaced, or improved.

VIII. Design Guidelines

The Town shall use the latest and best practices in the design, construction, and maintenance of all roadways in creating a connected and integrated multi-modal transportation network which ensures the safe accommodation of the full range of roadway users. Complete Street improvements shall be designed as all-season facilities. Design guidance include the following resources as may be amended from time to time:

Connecticut Department of Transportation (ConnDOT)

- Complete Streets Policy Statement (2014)
- Highway Design Manual (2003, with later updates)

American Association of State Highway and Transportation Officials (AASHTO):

- A Policy on Geometric Design of Highways and Streets (2018)
- Guide for the Development of Bicycle Facilities (2012)

- Guide for the Planning, Design, and Operation of Pedestrian Facilities (2011)

National Association of City Transportation Officials (NACTO)

- Urban Street Design Guide
- Urban Bikeway Design Guide
- Transit Street Design Guide

Federal Highway Administration (FHWA)

- Manual on Uniform Traffic Control Devices (2009)
- Bikeway Selection Guide (2019)
- Separated Bike Lane Planning and Design Guide (2015)
- Pedestrian Safety Guide and Countermeasure Selection System (2013)

U.S. Architectural and Transportation Barriers Compliance Board

- Accessible Rights-of-Way: Design Guide
- Public Right-of-Way Accessibility Guideline (PROWAG)

Institute of Transportation Engineers (ITE), New England Section

- Traffic Calming Guidelines (2016)